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CONSTITUTION, BY-LAWS,

RULES OF ORDER, &c.

OF

WEST CITY LODGE.



W. M. I. O. O. F.

IN THE JURISDICTION OF THE GRAND
OF CANADA, WEST.

INSTITUTED AS LODGE NO. 1, 1847.

1847

U.S. DEPT. OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D.C.

REPORT OF THE



OF THE

UNITED STATES

DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C.

1911

NO. 1

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CONSTITUTION, BY-LAWS,

RULES OF ORDER, &c.,

OF

FOREST CITY LODGE,



No. 38, I. O. O. F.,

UNDER THE JURISDICTION OF THE GRAND
LODGE OF CANADA WEST.

INSTITUTED AT LONDON, C.W., FEBRUARY 9, 1867.

LIBERATOR PRESS, DUNDAS & NORTH STREETS, LONDON, C.W.

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PREAMBLE.

FOR the purpose of ensuring, as much as possible, uniformity in the administration of the privileges, honors and benefits of the Independent Order of Odd Fellows within its jurisdiction, the PROVINCIAL GRAND LODGE OF CANADA WEST—the Superior Tribunal of all Lodges within the limits of the Province of Canada West—doth hereby ordain the following Articles as the CONSTITUTION of all SUBORDINATE LODGES working under its immediate jurisdiction :

ARTICLE I.—TITLE AND POWERS.

This Lodge shall be constituted of at least five members of the Scarlet Degree, and shall be hailed and entitled, "FOREST CITY LODGE, No. 38, I. O. O. F., OF CANADA WEST," and shall possess the full powers and privileges of the Subordinate Lodge, holding a legal, unreclaimed and valid Charter, duly granted and formally presented by the Provincial Grand Lodge of Canada West.

ARTICLE II.—MEMBERSHIP.

SECTION I.—ADMISSION.

1. Candidates for membership in this Lodge must be more than 21, and not over 50 years of age, of good moral character and sound health.

2. Every proposition for membership must be submitted in writing by a brother of this Lodge, and must state the name of the applicant, and his residence, age and occupation, supported by a reference to at least one other member of the Lodge.

3. The proposition so made shall be referred to a Committee of three brothers, two of whom shall be appointed by the N. G., and one by the V. G., and who shall report thereon at the next meeting.

4. A ballot shall be taken on the proposition, immediately after the presentation of such report ; when, if less than three *black balls* be found, the candidate shall be accepted ; if three or more, he shall be rejected, and so declared.

5. Any brother or Ancient Odd Fellow desirous of joining this Lodge must present a Card of Clearance from the Lodge of which he was previously a member, and his application shall then be disposed of according to the above regulations.

6. Every member, on his admission, shall sign a promise to support and abide by the Constitution and By-laws of this Lodge, and to pay all legal demands against him, so long as he shall remain a member.

7. Any candidate requiring admission more than eight weeks after his election, must be again proposed and balloted for, as in the case of a new candidate.

8. The rejection of any candidate for membership shall be immediately intimated to every Subordinate Lodge within this Province, and to the Grand Lodge of ~~Canada~~ *Ontario* West.

9. No candidate who has been rejected can be again proposed for membership, until at least six months after such rejection ; and no person who has been twice rejected on application for membership in the Order shall again be proposed as a candidate.

SECTION II.—DEGREES.

1. Every brother, previous to his receiving any of the five Degrees, shall present a certificate from the P. S. that he is not in arrears to the Lodge, and that he has paid all charges for the said Degrees, and shall then be balloted for.

2. If, on such ballot, his application be opposed by more than three of the members present, it shall be rejected ; otherwise, he shall be considered eligible, and shall be admitted to the Degree or Degrees in question.

3. No certificate for Degrees shall be granted until after the candidate shall have paid the amount required therefor.

4. No brother, having been less than one month in membership, shall be eligible for Degrees; and not more than three Degrees shall be conferred on any brother at one and the same meeting.

SECTION III.—CLEARANCE.

1. Any brother desiring to withdraw from this Lodge may signify such desire, either personally or in open Lodge, or by letter addressed to the Secretary, and shall thereupon be entitled to his Card of Clearance, provided he be in good standing, and clear of the books.

2. Should any brother, receiving a Card of Clearance from this Lodge, apply within twelve months thereafter to be again admitted a member of this Lodge and be accepted, the Lodge may remit in his favor the Entrance Fee, or such proportion thereof as it may think fit.

ARTICLE III.—OFFICERS.

SECTION I.—ELECTIVE OFFICERS.

1. The elective officers of this Lodge shall be Noble Grand, Vice Grand, Secretary, P. Secretary and Treasurer; and the Lodge may also provide by its By-laws for the election of a Degree Master and a Physician.

2. Any brother to be nominated for the office of D. M. must be a P. G., having the three P. O. Degrees; for the office of N. G., a V. G., or P. V. G.; for the office of V. G., a Secretary, Past Secretary, or a brother who has completed, or is then serving, a second term in some inferior office or offices in this Lodge; and no brother shall be eligible to any of the other elective offices unless he shall have served at least two terms in some appointed office, and shall have attained the Scarlet Degree.

3. No officer except the P. S. Treasurer, or Physician, shall be proposed for re-election to the same office, if any other qualified brother be in nomination therefor, until two terms after passing through the chair in question.

4. Nominations for the elective offices shall be made only at the two meetings next preceding that fixed for the

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elections thereto, except when the nominees for an office are all absent without excuse, or decline serving.

5. No brother shall be nominated who has not signified his willingness to accept the office for which he may be named; and no nomination shall be held to be in force, on proceeding to election, unless the brother so nominated be present, or have sent to the Lodge a sufficient excuse in writing.

6. The election of officers shall take place at the last regular meeting in each term, except in the case of the D. M., P. S., and Physician, who shall be elected to serve for a term of six or twelve months, as the Lodge by its By-laws determines.

7. If for any elective office only one brother shall be in nomination such brother shall be declared elected by acclamation; should there be two or more candidates duly nominated, the members present shall proceed to elect one of such candidates by ballot.

8. A majority of all the legal votes cast shall be necessary to election; should there be no choice of an officer at any ballot, a new ballot shall forthwith take place, and after each ballot the name of the candidate who may have received the smallest number of votes shall be withdrawn.

SECTION II.—APPOINTED OFFICERS.

Librarian 1. The appointed officers of this Lodge shall be W. C., O. G., I. G., R. S. N. G., L. S. N. G., R. S. V. G., L. S. V. G., and R. and L. S. S.; and the Lodge may, at its option, add a Chaplain.

2. These officers shall be nominated by the N. G. immediately after his installation, except the R. and L. S. V. G., who shall be nominated at the same period by the V. G.

3. All brothers appointed as officers must be in good standing, and the W. and O. G. must have attained the Scarlet Degree.

4. The N. G., with the consent of the Lodge, may appoint as O. G. a brother of the Scarlet Degree belonging to any other Lodge.

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SECTION III.—VACANCIES.

1. Any office, the occupant of which may have been absent without satisfactory excuse from four successive regular meetings, may be declared vacant by vote of the Lodge, on a motion to that effect—provided notice of such motion has been given at the regular meeting previous to that at which the vote is taken.

2. Any vacancy in office shall be filled by election or appointment as the case may be, in the manner as provided for in the previous sections; and brothers so elected or appointed shall be entitled to all the privileges of the office, provided they complete the term.

SECTION IV.—DUTIES AND POWERS.

1. The officers of this Lodge shall perform such duties, and be invested with such powers, as are prescribed by the Charge Books and Usages of the Order, and the laws of the Grand Lodge.

2. This Lodge shall have authority to add thereto such duties and powers as may not be inconsistent with the provisions of the preceding clause of this section.

ARTICLE IV.—SESSIONS, TERMS AND RETURNS.

SECTION I.—SESSIONS.

1. This Lodge shall hold its meetings weekly, on such evening and at such hour as may be provided by its By-laws.

2. Special Sessions may be called by the N. G., such notice thereof being given as may be required by the By-laws of the Lodge.

3. No business shall be transacted at any regular or special meeting unless at least five members of this Lodge be then present; nor otherwise than according to the Rules of Order annexed to this Constitution.

4. Members of other Lodges may be admitted as visitors, provided they give the Password for the Term, or are introduced by an officer of the Grand Lodge.

5. This Lodge shall have no power to resolve itself, at any time, into Committee of the Whole.

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SECTION II.—TERMS.

1. The Terms of this Lodge shall be semi-annual, and shall commence at the first regular meetings in July and January respectively; should the D. M., P. S. or Physician be elected semi-annually, their Terms shall commence at the first regular meetings in July and January respectively; and if annually, then at the first regular meeting in July.

2. Every Term shall be held to close on the day on which the succeeding one may commence.

SECTION III.—RETURNS.

1. It shall be the duty of the last Past Officers to prepare and forward to the Grand Secretary of ~~the~~ *Ontario*, immediately on the expiry of their term of office, a regular return of the work of such term, with the result of the election of officers, &c., in accordance with such blank form of quarterly return as the Grand Lodge may from time to time direct to be used.

2. Such semi-annual return shall be accompanied by the amount due the Grand Lodge, not being more than ten per cent. on the receipts of this Lodge, as shown by the return, exclusive of the amount received on account of the W. and O. Fund.

3. It shall also be the duty of the officers for the term ending on the 30th June in every year to forward to the Grand Lodge a return of the relief granted during the year ending as above, with such other particulars as may be contained in such blank form of annual return as may from time to time be prescribed by the Grand Lodge.

4. A fine of ~~ten shillings~~ *\$2 10/0* shall be payable by this Lodge for every month that may elapse after the close of any semi-annual term, previous to the returns required by this section being placed in the possession of the Grand Lodge.

5. Should this Lodge, or the officers thereof, fail to make the returns required by the preceding clauses for twelve months, it shall thereby become liable to the forfeiture of its Charter; and it shall be the duty of the last installed officers to transmit or surrender to the Grand Master, on requisition from him to that effect, (or to such

other brother as may be appointed by the Grand Lodge or Grand Master to receive the same,) the Charter, books, papers, furniture and funds of the Lodge.

ARTICLE V.—FUNDS.

SECTION I.—CONTRIBUTIONS.

1. There shall be two regular funds of this Lodge, to be known respectively as the Widows and Orphans' Fund and the General Benefit Fund; and the Lodge may provide by its By-laws for the institution of a Special Fund or Funds for any of the benevolent purposes contemplated by the Order: Provided always, that, in the case of every such Special Fund, the receipts and disbursements on account thereof shall be kept altogether distinct from the regular funds hereby established.

2. The Entrance Fee of this Lodge must be paid in every case previous to the admission of the candidate, and shall not be less than ~~one pound five shillings~~ *\$5.00*.

11/3 The charges for Degrees shall not be at a less rate than ~~five shillings~~ for each of the five Degrees, and all monies received on account of Degree Charges shall be applied to the General Benefit Fund.

4. The contributions of each member to the Regular Benefit Fund of this Lodge shall be determined by the By-laws, but shall not be at a less rate than ~~seven shillings and six pence per quarter~~ *\$1.50*; one-third of whatever may be the quarterly contribution to the Benefit Funds shall be placed to the credit of the Widows and Orphans' Fund, and the remaining two-thirds to the credit of the General Benefit Fund.

5. The Lodge shall have the power of enacting such fees for Visiting and Clearance Cards (to be applied to the General Fund), and such fines for neglect of duty, &c. (to be applied to the Widows and Orphans' Fund), as may be determined by the By-laws.

SECTION II.—DISBURSEMENTS.

1. Every member, qualified as required by the By-laws, if rendered incapable of following his usual occupation by

sickness or other disability, not occasioned by immoral conduct on his part, shall be entitled to receive from the General Fund such weekly Sick Benefit as may be fixed by the By-laws: Provided always, that such weekly Benefit shall in no case exceed three times the quarterly contribution required from each member to the General Benefit Fund, and that this Lodge shall not be held to pay such Benefit for any term of sickness shorter than one week, unless specially so provided by its By-laws.

2. In case of the death of a brother, qualified as required by the By-laws, there shall be paid to his nearest of kin or other legal representative from the General Fund, towards defraying the funeral expenses, such sum, not being less than ~~five pounds~~, nor more than ~~twelve pounds ten shillings~~, as may be fixed by the By-laws of this Lodge. *\$20*

3. The Lodge may provide by its By-laws for the payment of a Funeral Benefit to a duly qualified brother, on the demise of his wife, to assist in defraying the expenses of her funeral: Provided such Funeral Benefit shall not exceed one-half of the amount payable by the Lodge for a Funeral Benefit under clause 2 of this section.

4. The Lodge shall, by its By-laws, make such provisions as shall seem meet for the relief of brothers in a state of pecuniary distress: Provided such relief shall be applied from no other than the General Fund, and shall in no one case exceed the sum of ~~twelve pounds ten shillings~~. *20*

5. The Lodge shall make such disposition of the Widows and Orphans' Fund for the relief and benefit of widows and orphans of deceased brothers of this Lodge, by annuity or otherwise, as it shall see fit: Provided always that no annuity shall exceed the amount that would be contributed by any one member to such Widows and Orphans' Fund, within the space of twenty years, under the By-laws of the Lodge; and that, if relief be otherwise given, the amount shall in no case exceed four times the limit thus fixed for annuities.

ARTICLE VI.—PENALTIES AND TRIALS.

SECTION I.—PENALTIES.

1. Any brother who shall violate any of the principles of the Order, or infringe the Constitution or By-laws of this Lodge, shall be subject to be fined, reprimanded, suspended or expelled, as the By-laws may direct, ancient usage require, or the Lodge determine.

2. Every brother charged with any offence involving reprimand, suspension or expulsion (unless for non-payment of dues), shall be entitled to a fair trial, in accordance with the provisions of Section II. of this article.

3. When any brother, suspended for an indefinite period, for any other cause than non-payment of dues, desires to be re-instated, his case shall be referred to a Committee of five brothers, who, after due investigation, shall report at the next regular meeting; and, if a majority of the members then present shall vote in his favor, he shall thereupon be declared eligible for re-instatement.

4. No brother shall be re-instated until he shall have paid any arrearages against him at the time of his suspension, and all dues that may have accrued since then.

5. Notice of every suspension, expulsion or re-instatement, shall forthwith be transmitted to every Subordinate Lodge within this Province.

6. No brother who has been legally expelled shall be again admitted to membership, until after the same procedure as is prescribed by Clause 3 of this section, and the obtaining of the consent of the Grand Lodge.

SECTION II.—TRIALS.

1. No member of this Lodge shall be put on trial, unless charges duly specifying his alleged offence shall first be submitted to the Lodge in writing, by one or more brothers of the Order in good standing.

2. Any charge or charges so preferred shall be referred to a committee of five members, of whom three shall be a quorum, to be chosen by ballot; which committee shall, with as little delay as the case will admit, summon the parties, and examine and determine the matter in question.

3. Should the decision of the committee not involve the suspension or expulsion of a member, and should no appeal be made therefrom, it shall be final, without further action from the Lodge.

4. Should the committee be convinced of the necessity of suspending or expelling a member, a motion to that effect shall be submitted to the Lodge by three of their number, in their name.

5. Any motion for the suspension or expulsion of a member shall be announced at the two regular meetings previous to that on which it is to be decided, which last meeting the brother under charges shall be summoned to attend, and at the time so appointed, whether the implicated brother be present or not, the Lodge may proceed to consider and determine the question.

6. The Lodge shall have the power, at the meeting appointed for the decision, to vary the penalty to one less severe than that contained in the motion submitted by the committee.

SECTION III.—APPEALS.

1. Any party interested shall have the right of appeal to the Lodge from the decision of a committee, given under Clause 3 of the preceding section; and notice of the meeting appointed for trying the appeal shall be given at least one regular meeting previous.

2. On the evening appointed, the committee shall present to the Lodge, in writing, the grounds on which their decision was founded, and the parties interested shall have the privilege of being heard before the Lodge; and the decision shall then be confirmed, annulled or modified, as a majority of the members present shall determine.

Ontario 3. Any party interested may appeal to the Grand Lodge of ~~Canada West~~, on the ground of informality or want of fairness; and if such informality or want of fairness be proved—but not otherwise—the Lodge may be ordered by the Grand Lodge to hold a new trial on the same charges, in the mode provided for in the preceding section.

ARTICLE VII.—REGALIA AND JEWELS.

SECTION I.—REGALIA.

1. The Regalia of members belonging to this Lodge shall be as follows:—For the Initiatory Degree, a plain white apron; for the higher Degrees, white aprons and collars trimmed with the emblematic color of each Degree—*i. e.*—first, white; second, pink; third, blue; fourth, green; fifth, scarlet; rosettes of the appropriate colors may be worn on the collars.

2. The officers' regalia shall be as follows:—For Degree Master, Past Grand's Regalia; Noble Grand, scarlet collar; Vice Grand, blue collar; Secretary, Financial Secretary, and Treasurer, green collar; Physician, pink collar; Chaplain, white collar (each of them trimmed with white or silver); for Warden and Conductor, black sashes; C. G. and Supporters of N. G., scarlet sashes; I. G. and Supporters of V. G., blue sashes; and Scene Supporters, white sashes; aprons of all officers to be white, edged with the color of the collar or sash indicated for the office, and those of elective officers and Chaplain may also be trimmed with white or silver; the caps and robes of Officers to correspond in color with the collar or sash of their office.

3. All officers shall wear the regalia of their respective offices while present in the Lodge, and all members must appear in the regalia of the highest Degree they have received.

4. The regalia of P. G. shall be a scarlet collar or sash, and an apron, either white edged with scarlet, or scarlet edged with white; such collar, sash or apron may be trimmed with silver lace or fringe, or, where the brother has attained the R. P. Degree, with yellow metal.

SECTION II.—FUNERAL REGALIA.

1. All members of this Lodge, when attending, as such, the funeral of a deceased brother, shall wear on the left breast a black crape rosette, having a centre of the color of the highest Degree to which they may have attained, with

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a sprig of evergreen above, and, below, any jewel they may be entitled to wear.

2. The ordinary mourning badge, to be worn in memory of a deceased brother for one month after his funeral, shall be a strip of black crape or silk, passed through two button holes of the left lappel of the coat.

SECTION III.—JEWELS.

1. The jewels of the officers of this Lodge shall be as follows:—For D. M., a five-pointed open star, with breast-plate in centre; for N. G., crossed gavils; for V. G., hour-glass; for Secretary, crossed pens; for Financial Secretary, pen and key crossed; for Treasurer, crossed keys; for Warden, crossed axes; for Conductor, crossed staves; for Guardians, crossed swords; the whole to be of white metal.

2. Past elective officers shall be entitled to wear the jewels of the offices they have passed respectively, together with the regalia appertaining to the same, except P. G.'s, whose jewel shall be a five-pointed open star, with crossed gavils in the centre—to be of yellow metal, when the P. G. has attained the R. P. Degree, otherwise of white metal.

ARTICLE VIII.—BY-LAWS, &c.

SECTION I.—BY-LAWS.

1. This Lodge shall stand fully invested with power to adopt from time to time such By-laws and resolutions as may be deemed expedient; provided they do not in anywise contravene any part of this Constitution, or the Constitution and By-laws of the Grand Lodge of ~~C. W.~~, or the principles or customs of the Order.

2. All such By-laws shall be *Constitution* immediately forwarded in duplicate to the Grand Secretary, authenticated by the seal of the Lodge, and the signature of its N. G. and Secretary; one copy to be retained by the Grand Lodge, and the other to be returned to the Lodge, certified as approved, or otherwise, as the case may be.

SECTION II.—DISPENSATIONS.

1. The Grand Lodge, or, in its recess, the Grand

any jewel they may Master, shall have power to grant dispensations to any Lodge, to exempt it, in any particular case, from the operation of any of the foregoing regulations, other than financial, whenever the said Grand Lodge or Grand Master may deem it for the welfare of the Order so to do.

2. Such charge shall be made for dispensations issued under this section, as the Grand Lodge may from time to time direct.

SECTION III.—AMENDMENTS.

This constitution, or any part thereof, shall not be altered, amended, suspended or annulled, unless by action of the Grand Lodge of ~~Canada West~~

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BY-LAWS.

ARTICLE I.—MEMBERSHIP.

SECTION I.—QUALIFICATION FOR MEMBERSHIP.

1. Any person not under the age of twenty-one years, of good moral character, in sound health, and having some visible means of gaining a livelihood, shall be eligible for membership in this Lodge.

2. Any person desirous of becoming a member of this Lodge must signify the same in the following form, signed with his own hand, viz.:—

To the Officers and Members of Forest City Lodge, No. 38, of the Independent Order of Odd Fellows:

The petition of the Subscriber respectfully sheweth, that he is desirous of becoming a Member of your benevolent and honorable Order. He has examined your general laws and By-laws, and is ready and willing to yield obedience thereto. His age is years; occupation, and his residence is

References,

(Signed)

A. B.

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3. Should it at any time appear to the satisfaction of the Lodge, on motion made to that effect, that misrepresentation has been made as to any of the above points, in favor of any person admitted as a member of the Lodge, then it shall become the duty of this Lodge to enquire into such misrepresentation, and, if made fraudulently, to expel such member.

SECTION II.—PROPOSITIONS FOR MEMBERSHIP.

1. Should any candidate fail to come forward for initiation within eight weeks after he shall have been accepted for membership, the proposition of such candidate, and all

subsequent proceedings founded thereupon, shall forthwith become null and void, unless in the case of his failure to appear being shown to have been caused by sickness or absence from the city.

2. The proposer of a candidate for membership in this Lodge shall deposit in the hands of the P. S. at the time of his making such proposition the sum of \$3.00, which shall be placed to the credit of the candidate's initiation fee, provided he shall appear for initiation within the required time; otherwise, such deposit shall be placed to the credit of the Widows and Orphans' Fund.

SECTION III.—OBLIGATION OF MEMBERSHIP.

Every brother, on his admission to the Lodge, shall sign an agreement to abide by its Constitution and By-laws, and to pay all legal demands against him, so long as he shall remain a member thereof; ~~and shall furnish the Secretary with a written note of his place of residence.~~

SECTION IV.—DEGREES.

Application on behalf of any brother for certificates to entitle him to receive Degrees must be made by two brothers, at a regular meeting of the Lodge, in writing.

SECTION V.—VISITING CARDS.

A brother in good standing, and clear of the books, by a motion to that effect in open Lodge, may obtain a visiting card, on paying up all dues accruing for the period for which such card may be given.

SECTION VI.—CARDS OF CLEARANCE.

Any brother intending to withdraw from the Lodge may signify such desire personally, in open Lodge, or by letter addressed to the Secretary, or on application of a brother, and shall thereupon be entitled to his Card of Clearance, provided he be in good standing and clear of the books.

ARTICLE II.—MEETINGS.

SECTION I.—REGULAR AND SPECIAL MEETINGS.

1. This Lodge shall hold its regular meetings every Monday evening at half-past seven o'clock, from the first of

October to the first of April, and at eight o'clock from the first of April to the first of October.

2. Special meetings of the Lodge may be held at any other time, when summoned by the N. G.: Provided always, that not less than eight hours' notice of the time and object thereof be given by the Secretary, by means of a written or printed circular, to every brother of the Lodge residing in the city.

3. No business, other than that for which such meeting may be specially called, shall be discussed at any such meeting.

4. The Lodge shall always be opened as nearly as possible at the appointed hour.

SECTION II.—QUORUM.

Seven members shall constitute a quorum for the transaction of business.

SECTION III.—REGALIA.

1. All officers of the Lodge shall wear the regalia of their respective offices, while present in Lodge.

2. No brother, not being an officer of the Lodge, shall be allowed to vote in Lodge, unless in full regalia ~~appertaining to his Degree or rank in the Order.~~

ARTICLE III.—OFFICERS AND THEIR DUTIES.

SECTION I.—ELECTIVE OFFICERS.

1. The elective officers of this Lodge (being those enumerated in Article III, Section I, Clause 1, of the Constitution, and including a P. S., who shall be elected for a semi-annual term of office at the last regular meetings in the months of December and June respectively,) shall be separately chosen by ballot, and must each receive a majority of all the votes given to entitle him to election: Provided always, that where only one brother shall be in nomination for an office it shall be the duty of the N. G. to declare him duly elected, without the formality of a ballot.

2. Any brother to be nominated for the office of N. G. must be a V. G. or Past V. G.; for the office of V. G., a

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or have served in some subordinate office for two terms.

3. No nomination shall be received unless the brother
nominated signify his consent thereto; nor shall any nomi-
nation be held to be of force at the time of proceeding to
election unless such brother be present, or have sent the
Lodge a sufficient excuse in writing.

4. Before proceeding to open the poll for an election of
officers, the N. G. shall appoint two brothers ~~of the Lodge~~
~~in good standing~~, and who have attained the Scarlet Degree,
to be tellers; and it shall be their duty to guard the ballot
box, to count the votes given, and to make return thereof
to the N. G. and to the Lodge.

5. It shall be the duty of such tellers to allow no brother
to vote until after his name shall have been called by the
P. S. from his roll of the brothers entitled by law to vote.

6. As soon as each balloting shall be completed, the N.
G. shall close the poll, and no vote shall be received there-
after. If there be no choice of an officer at any ballot a
new ballot shall forthwith take place, and, after each ballot,
the name of the candidate who may have received the
smallest number of votes shall be withdrawn by the N. G.

7. The tellers shall in no case count as a part of the
poll any blank vote, or vote given for any person not a
member of the Lodge in good standing, or not at the time
in regular nomination for the office for which such vote
may be given.

SECTION II.—GENERAL QUALIFICATION FOR OFFICE

Every elective officer, and the W. and O. G., must have
attained the Scarlet Degree, and must be clear of the books
of the Lodge, and otherwise in good standing at the time
of his installation.

SECTION III.—DUTY OF THE JUNIOR P. G.

It shall be the duty of the Junior P. G. of the Lodge to
attend regularly the meetings of the Lodge, and to act in
the capacity of sitting P. G. for the term; to deliver the
charge of that office at initiations, or see that the same be

done; to register, in a book to be kept for that purpose, the name and residence of every widow, and the name, age and residence of every orphan child receiving benefit, from the funds of the Lodge; to watch over their welfare and interests; to visit them, if residing in the City of London, or within three miles thereof, at least once a month; to report their condition to the Lodge, whenever occasion may require; and to perform all other duties pertaining to the office, and to act as Outside Conductor.

SECTION IV.—DUTY OF THE N. G.

1. It shall be the duty of the N. G. to preside in the Lodge, and enforce a due observance of the Constitution and By-laws, and a proper respect for the R. W. Grand Lodge of ~~Canada West~~; to see that all the officers of the Lodge and members of the Committee perform their respective duties, as enjoined by the respective charges and laws; to take care that all fines, not requiring the vote of the Lodge for their imposition, be punctually charged on the books of the P. S.; to exercise a vigilant supervision in regard to all irregularities subjecting brothers to fine or other penalty at the vote of the Lodge, and to bring the same officially, whenever known to him, under the consideration of the Lodge, without fear or favor; to take charge of the Charter of the Lodge; and to have it always in the Lodge when in session; to summon special meetings whenever he may consider it necessary, or when requested to do so by five members of the Lodge in good standing; to appoint all officers and committees not otherwise provided for; to name persons to fill all vacancies occurring in committees; to ascertain and announce to the Lodge the result of all ballotings and other votes, except ballotings for membership and for the election of officers; to give the casting vote whenever requisite, on any matter or question before the Lodge; to present a copy of the Constitution and By-laws to every brother on his admission; to examine the Treasurer's pass-book, and see that the money received the previous Lodge night be regularly entered therein by the Bank Agent or Clerk; to ascertain from the P. S., previous

to closing the Lodge, the amount of his receipts since last Lodge night, and from the Treasurer whether he has received the same; to cause the Secretary to invite brothers to attend the funeral of every deceased brother; to take charge of such funerals in the absence of competent relations, and to receive account of, and regulate, the disbursements; to draw upon the Treasurer for all sums voted by the Lodge, or necessary for the payment of any benefits provided for by these laws; to invest, and otherwise take charge of, all invested funds of the Lodge, in conjunction with the V. G. and Secretary; to act as Chairman of the Visiting Committee; and to perform all other duties appertaining to his office, by the Constitution or By-laws of this Lodge, or by the charges and usages of the Order.

2. The N. G. shall not make or second any motion, nor take part in any debate while in the chair.

SECTION V.—DUTY OF THE V. G.

It shall be the duty of the V. G. to assist the N. G. while presiding in the Lodge, and in his absence to take the chair, or cause the same to be done by a P. G.; to appoint his own supporters, and a minority of all Committees on Character; to assist in the examination of the ballot box at elections for membership, and declare the result thereof to the Lodge; to assist the N. G. in investing and taking charge of all invested funds of the Lodge; to act as a member of the Visiting Committee, and, whenever the N. G. may be absent, as its Chairman; to take special charge of the door, under the N. G.; and to perform such other duties as are required by the charges and usages of the Order.

SECTION VI.—DUTY OF THE SECRETARY.

1. It shall be the duty of the Secretary to keep an accurate record of the proceedings of the Lodge; to take charge of and safely keep the Seal of the Lodge; to keep carefully and in good order all books, papers, and other properties belonging to his office, and to deliver up the same in like good order for his successor; to fill up all certificates and cards granted by the Lodge; to write and duly

despatch all communications, and punctually to issue all notices required by order of the N. G., or of the Lodge; to inform all rejected candidates of the fact of their rejection, in cases where the brothers proposing such candidates may decline to do so, but without disclosing any other circumstance or proceeding connected therewith; to examine the Black Book in reference to all nominations for membership, and to acquaint the committees on character in each case with the result of such examination; to attest warrants for all monies ordered to be paid at regular meetings, and none other; to advise punctually the P. S. of all votes of the Lodge imposing any assessment, or imposing or remitting any fine, and also of all fines otherwise incurred by any brother; to assist the N. G. and V. G. in the investing and charge of all invested funds of the Lodge; to make out, at the end of his term, for the Grand Lodge, a full return of the proceedings of the Lodge during the term; to have his books written up for the Finance Committee within twenty-four hours after the last meeting of his term; and perform all such other duties appertaining to his office as may be required of him by the Lodge or by his charge. *

2. In the absence of the P. S. it shall be the duty of the N. G. to appoint a qualified brother *pro. tem.* to perform the duties of the P. S. as enumerated in Section VII. of this article.

SECTION VII.—DUTY OF THE P. S.

It shall be the duty of the P. S. to keep just and true accounts between the Lodge and its members; to charge and collect all dues, charges, assessments and fines, and to report to the Lodge, from time to time, the names of all brothers who may neglect to pay the same when duly notified; to notify, in particular, by means of a written or printed circular, every brother who may be in arrear at the close of the second week in each quarterly term, of the amount due by him; to call the special attention of any brother being either eleven or seventeen calendar months in arrear, as the case may be, to the provisions of Article VII.,

*and for such services he shall be entitled to get fees
Hence \$10 Having his term

Section IV., Clauses 1 and 2, of these By-laws, by means of a written or printed note to be delivered or sent to his address; to advise the Secretary, from time to time, of the names of all brothers being in arrear either twelve or eighteen calendar months, to the end that the said provisions may be punctually carried into effect; to receive all other monies due to the Lodge; to pay over forthwith all monies collected, or otherwise received by him for the Lodge, to the Treasurer, taking his receipt for the same; to furnish to the Lodge, at the last meeting in each quarterly term, a statement of all monies received and paid by him to the Treasurer; to have his books written up for the Finance Committee within twenty-four hours after such meeting; and to deliver up in good order for his successor all books, papers and other properties appertaining to his office. And for such services he shall be entitled to not less than ~~his~~ quarterly dues during his term.

ten dollars

SECTION VIII.—DUTY AND BONDS OF THE TREASURER.

1. It shall be the duty of the Treasurer to receive from the P. S. all monies of the Lodge, and carefully to take charge of and deal with the same, in such manner as may be required by the By-laws of this Lodge, or by any vote of the Lodge, duly passed and in conformity therewith; to pay all warrants signed by the N. G., if drawn on account of benefits due under these laws, and also all warrants signed by the N. G. and attested by the Secretary, but none others; to keep correct accounts of all monies coming into his hands: to advise punctually the P. S. of the state of his books, whenever the same may require the levying of any assessment under Article V., Section VI., of these By-laws; to lay before the Lodge ~~a monthly statement of its funds, and~~ at the last meeting in the term, a full report of the receipts and disbursements of the term, with vouchers; to have his books written up for the Finance Committee within twenty-four hours after such meeting; and to deliver up, when legally called upon, all monies, bonds, papers, books and other properties of the Lodge which may be in his hands to

to assist the H. S. & T. S. in the meeting and charge of all indebted friends of the Lodge, to make out, at the end of his term, for the said Lodge, a full return of the proceedings of the Lodge during the term.

his successor, or to any brother or brothers whom the Lodge may appoint to receive them.

2. Prior to his installation in office, the Treasurer shall give, with two sureties to be approved by the Lodge, a joint and several Bond to the N. G. and V. G., for the term during which he is to serve, under such penalties and on such conditions as from time to time may be prescribed by the Lodge.

SECTION IX.—DUTY OF THE WARDEN.

It shall be the duty of the Warden to see that the keeper places out the regalia for the use of the brothers, before the opening of the Lodge, and at its close collect and put away the same in a careful manner; to act as Chairman of the Property Committee, and to perform such other duties as are prescribed in the charge of his office.

SECTION X.—DUTY OF THE CHAPLAIN.

The Chaplain, when present, shall assist in opening and closing the Lodge, according to the requirement of his office.

SECTION XI.—OFFICERS TO KNOW THEIR DUTIES.

Every officer (with the exception of the sitting P. G. of the quarter) who may be required to state his duties, or to deliver any charge in the Lodge, shall commit his part to memory within four weeks from the time of his installation.

SECTION XII.—DISMISSAL OF OFFICERS.

Any officer charged with improper conduct in office, or conduct unbecoming an Odd Fellow, may be suspended, or dismissed from office, by a vote of two-thirds of the brothers of the Lodge present and voting on any motion to that effect: Provided always, that no such motion be put to the vote at any meeting, whether regular or special, unless formal notice has been given thereof by two brothers of the Lodge, in good standing, at the regular meeting next preceding, and written or printed notices of such motion have been sent in consequence (as it is hereby required that in such case they shall be), at least eight hours previous to such meeting, to every brother resident in the city.

ARTICLE IV.—COMMITTEES AND THEIR DUTIES.

SECTION I.—STANDING COMMITTEES—HOW APPOINTED.

The N. G., upon the night of his installation, shall appoint (subject to the approval of the Lodge) the following Standing Committees to serve for the current term, viz.:—a Visiting Committee, a Finance Committee, and a Property Committee.

SECTION II.—VISITING COMMITTEE.

1. The Visiting Committee shall consist of seven members, of whom the N. G. and V. G. shall be two, *ex officio*.

2. It shall be the duty of this Committee to visit every sick brother of this Lodge within twenty-four hours after receiving information of his illness, provided he be in the City of London, or within one mile thereof; and to render to every sick brother of this Lodge such other aid as the law provides, and as his case may require and admit.

3. It shall be the duty of the chairman of this committee to make such arrangements as that sick brothers of the Lodge, if within one mile of the City of London, shall be visited at least once a day during their illness, by one or more members of the committee; to keep a correct roll of the names and residences of all the brothers of the Lodge, for the use of the Committee; and, whenever circumstances may require it, to call upon so many of the brothers, in order as they stand upon such roll, as may be necessary to secure the attendance and services of two brothers to watch nightly with any sick brother, or procure a nurse.

4. In case of contagious or infectious disease, it shall not be incumbent on members of the committee personally to visit the sick brother; and, should attendance be required, instead of calling upon brothers as above provided, the committee shall employ a nurse, to be paid from the funds of the Lodge.

SECTION III.—FINANCE COMMITTEE.

1. The Finance Committee shall consist of three members.

2. It shall be the duty of this Committee to superintend the financial affairs of the Lodge; to inspect and report upon all accounts referred to them by the Lodge, at the regular meeting next following the reference of such accounts, provided always that accounts are presented in detail; and to audit, quarterly, the accounts of the P. S. and the treasurer for the previous quarter, and of all officers or committees charged with the receipt or expenditure of monies of the Lodge.

SECTION IV.—PROPERTY COMMITTEE.

1. The Property Committee shall consist of three members, including the Warden, who shall be chairman thereof, *ex officio*.

2. It shall be the duty of this Committee to take charge of all Regalia and other effects of the Lodge not specially entrusted to particular officers, or to other committees; to procure for the Lodge such articles as may be necessary, or as the Lodge may direct; to cause to be made all such repairs to the Regalia or other properties of the Lodge, as to them may seem requisite, or as the Lodge may direct; and to make a full report of their proceedings at the last meeting in each quarterly term.

3. This committee shall not in any case expend a greater sum than \$10, during any one quarterly term, without the previous consent of the Lodge signified in regular form.

SECTION V.—COMMITTEES ON CHARACTER.

It shall be the duty of all Committees on Character appointed under Article II, Section I, of the constitution, and in the manner laid down in Article III, Sections IV. and V. of these By-Laws, to ascertain carefully the age, state of health, profession, habits and character of the candidates referred to them; and to make special report thereon to the Lodge, at the next regular meeting, unless otherwise instructed by the Lodge.

SECTION VI.—DISCHARGE FOR NEGLECT OF DUTY.

1. Any Committee, or member or members of Committee, failing to discharge their duty to the satisfaction of

the Lodge, may be discharged therefrom, by a vote of the Lodge to that effect.

2. Every Committee, or member or members thereof thus discharged, shall forthwith surrender, on demand to that effect, to the N. G., or to such brother or brothers as the Lodge may appoint, all books, papers, monies, and other properties of the Lodge, which may be in his or their hands.

ARTICLE V.—DUES AND FUNDS.

SECTION I.—ADMISSION FEES.

1. Every person admitted a member of this Lodge by initiation, shall, previous to his admission, pay into its funds an admission fee, to be established according to the following rule, that is to say:—

From the age of 21 to 35 - - - - - \$4.00

From the age of 35 to 40, 50c. per year additional.

From the age of 40 to 50, \$1 per year in addition.

2. Every brother admitted a member of this Lodge as an Ancient Odd Fellow shall, previous to his admission, pay into the funds an admission fee, to be established according to the following rule, that is to say:—

From the age of 21 to 30 - - - - - \$5

From the age of 30 to 40, 50c. per year additional.

From the age of 40 to 50, the further sum of one dollar per year to be added.

3. Every brother admitted a member of this Lodge by deposit of card from any other Lodge shall, previous to his admission, pay into its funds an admission fee, to be established according to the rule following, that is to say:—

From the age of 21 to 30, the sum of \$3.

From the age of 30 to 40, 50c. per year additional.

From the age of 40 to 50 the further sum of one dollar per year to be added.

SECTION II.—QUARTERLY DUES.

1. The regular quarterly contribution, to be paid by every brother of the Lodge to its funds, shall be at the rate of \$1.62½ per quarter, and no brother shall, on any account, be excused from payment thereof.

2. Such payment shall be considered due at the commencement of each quarterly term.

3. Whenever any benefit shall accrue to the account of a brother, payment shall be required therefrom of such quarterly dues as may be chargeable to the close of the then current term.

4. Whenever any brother shall take out a Visiting Card, he shall be required to make payment in advance of all dues chargeable to the close of the term for which such card may have been granted.

SECTION III.—CHARGES FOR DEGREES.

The charges for Degrees in this Lodge, on account of the funds of the Lodge, shall be as follows, viz.: For the White Degree, \$2.00; Pink, \$2.00; Royal Blue, \$2.00; Green, \$1.00; Scarlet, \$1.00.

SECTION IV.—OTHER CHARGES.

1. The amount of such charges, together with the fees payable to the Degree Lodge, must be deposited in the hands of the P. S. before any brother can be balloted for to obtain a certificate entitling him to receive such Degrees, but shall be returned by the P. S., should such candidate be refused.

2. For every notice sent to a brother in arrears, under Article III., Section VII., of these By-laws, the P. S. shall enter on his books, and add to the amount to be stated by such notice as an arrear, a special charge therefor, according to the rule following, that is to say:

For each ordinary quarterly notice, 25c.

For every special notice to a brother being eleven calendar months in arrear, 25c.

For every special notice to a brother under suspension as being seventeen months in arrear, 50c.

3. Such charges shall be held to be due and payable immediately on their being notified as aforesaid.

4. For every Visiting Card, there shall be a charge of 30c.; for a Card of Clearance, 50c.

5. Such charge must in all cases be deposited (together with any amount of other dues becoming payable previous

to the issue of such card, under Article I., Section IV., and under Section II. of this Article,) in the hands of the P. S., before any motion can be made in the Lodge for the granting of such card, but shall be returned by the P. S. should such motion not prevail.

SECTION V.—WIDOWS AND ORPHANS' AND GENERAL FUND.

1. There shall be carried to the credit account of the Widows and Orphans' Fund—

Firstly—All monies which, at the time of the passing of these laws, may be at the credit of such fund ;

Secondly—One-third of all quarterly dues ;

Thirdly—All fines collected, ~~all charges under Section~~ *Remain as it is* IV. of this Article, all donations, all bequests which may be made thereto, and all monies which may be raised by assessment, as hereinafter provided, in aid thereof.

2. All other monies accruing to the Lodge shall be carried to the account of the General Fund.

SECTION VI.—ASSESSMENTS.

1. Whenever any benefit or benefits, to an amount exceeding \$50, may become due and payable from the Widows and Orphans' Fund in the course of any one quarter, if the books of the Lodge do not show a balance of as much as \$100 to remain to the account of such fund after payment thereof, then, as nearly as may be, one-half of the amount of such benefit or benefits shall forthwith be raised in aid of the fund by an assessment, to be laid by the P. S. in equal proportions upon all the brothers of the Lodge ; and if the books do not show a balance of as much as \$75 to remain to the account of the said fund after such payment, then, as nearly as may be, the whole amount of such benefit or benefits shall forthwith be raised in aid thereof, and in like manner.

2. Whenever any benefit or benefits to an amount exceeding \$100 may have become due and payable from the General Fund, in the course of any one term, if the books of the Lodge do not show a balance of as much as \$150 to remain to the account of the General Fund, after payment thereof, then, as nearly as may be, one-half of the amount

of such benefit or benefits shall forthwith be raised in aid of the said fund by assessment, as aforesaid; and if the books do not show a balance of as much as \$100 to remain to the account of the said fund after such payment, then, as nearly as may be, the whole amount of such benefit or benefits shall forthwith be raised in aid thereof, and in like manner.

3. The P. S. shall charge every brother of the Lodge, before the close of each quarterly term, with the amount of any assessment or assessments which he may be required to make under the above provisions; and all such amounts shall be held to become due and payable in all respects as though they formed part of the regular quarterly dues for such term.

SECTION VII.—INVESTMENT OF FUNDS.

1. All investments of any monies of the Lodge, which the Lodge may not deem it necessary to keep in the immediate charge of the Treasurer, to meet its ordinary disbursements, shall be made either in the Stock of some chartered Bank or Banks of this Province, or in some public stock of the Province or other stock, fully guaranteed by the Act of Parliament thereof.

Re. 2. All such investments, and all transfers and sales thereof, or of any part thereof, shall be made in the name of the Lodge, from time to time, as the Lodge may direct, by the N. G., V. G. and Secretary for the time being, and under the seal of the Lodge; all evidences and certificates thereof shall be placed and kept by them on deposit in such chartered Bank Agency in this city as they may select and arrange with to that effect, subject only to their joint order, given under the seal of the Lodge; and all dividends or other income accruing therefrom, shall be by them duly demanded and received, and the amount forthwith paid over to the P. S. for delivery to the Treasurer.

3. All monies of the Lodge, not invested as aforesaid, shall be placed by the Treasurer, forthwith after he shall have received the same, on deposit, in the name of the Lodge, with one of the Bank Agencies of this city, to bear

such interest as he may be able to obtain thereon, from the said Bank Agency; and his responsibilities and that of his securities shall extend, as far as the said monies are concerned, only to their punctual deposit, and to the correctness of his cheques drawn thereon.

4. No motion in any way relating to the investment of the funds of the Lodge, as by this Section provided for, shall be put to the vote at any meeting, whether regular or special, unless two weeks' notice of such motion have been given by the mover.

5. No motion for the appropriation of monies belonging to this Lodge, other than for the general purposes of the Lodge, and for the relief of members of distant Lodges, (as provided for in Article VI, Section 5, of these By-laws,) shall be put to the vote at any meeting, whether regular or special, unless ~~three weeks' notice~~ *readings* of such motion have been given by the mover, ~~and written or printed notices of such motion have been sent to each member of the Lodge.~~ *at three regular meetings*

ARTICLE VI.—OF BENEFITS.

SECTION I.—BONA FIDE MEMBERSHIP.

Every brother who has been a member of this Lodge for the space of six months, shall be deemed a *bona fide* member.

SECTION II.—BENEFIT IN CASE OF SICKNESS.

1. Every *bona fide* member, not disqualified under Article VII. of these By-laws, if rendered incapable of following his usual occupation by sickness or other disability, not proceeding from immoral conduct on his part, shall receive a benefit from the funds of the Lodge during such sickness or disability, commencing not more than one week anterior to the date at which the same shall have been reported to the Lodge, unless otherwise ordered by the Lodge, and at the rate following, that is to say:—

If he shall have attained the Scarlet Degree, \$3 per week; and if he has not ~~attained that~~ Degree, \$2 per week.

2. If such Brother be resident, or if his sickness or disability as aforesaid occur, at a distance from London, it shall be necessary that a statement or statements of his

Advanced to the Royal Blue

7 Royal Blue \$2.50 per week;

case, setting forth the nature of his sickness or disability, the time of its commencement and duration, be transmitted to the N. G. of this Lodge, certified by the N. G. of the Lodge nearest to the place where he may be for the time resident or detained, and under the seal of such Lodge, or if he be not near to any Lodge, by a Justice of the Peace, or Clergyman or respectable Physician; and such Brother shall thereupon receive the benefit provided by the preceding Clause.

3. In case such Brother shall leave London while in receipt of benefit as aforesaid, it shall rest with the Lodge, by vote, to decide whether or not the circumstances of the case are such as to require the continuance of such benefit during his absence from London.

SECTION III.—FUNERAL BENEFITS.

1. — On the decease of any *bona fide* member not disqualified under Article VII. of these By-laws, the sum of \$30 shall be allowed as a Funeral Benefit, to be disposed of as provided by Article IV., Section 3, of the Constitution.

2. On the decease of the wife of any Brother, qualified as aforesaid, he shall receive from the funds of the Lodge the sum of \$15, to assist in defraying the expenses of her funeral.

SECTION IV.—BENEFITS TO WIDOWS AND ORPHANS.

1. The Widow of any deceased *bona fide* member of this Lodge, not disqualified under Article VII. of these By-laws, at the time of his decease, shall receive from the funds of the Lodge, a sum not less than \$40 per annum, payable quarterly, during her widowhood.

2. Should any deceased Brother leave no Widow, or should his Widow afterwards die, the said yearly sum of \$40 shall be paid in like manner, for the benefit of his Orphan child or children, if any there be, under the age of fifteen years; the interest of each such child in such benefit ceasing, as he or she shall attain the age of fifteen years, unless, in the case of any female child or children, it be otherwise ordered by the Lodge.

3. Should circumstances require it, the Lodge may withdraw from the Widow of a deceased Brother the benefit set forth in Clause 1 of this Section, to grant the same to his orphan child or children, under the provisos above set forth.

4. Should the family of such deceased Brother be in need of a protector, or guardian, the Lodge shall, to the best of its power, protect and assist them, and endeavor to place them in such a position as to enable them to be useful to themselves and to society.

SECTION V.—RELIEF IN SPECIAL CASES.

1. Whenever it may become known to the Lodge that any brother of this Lodge has been reduced to a state of pecuniary distress by any sudden and unlooked-for dispensation, his case shall be referred to a Special Committee of three brothers, whose duty it shall be to examine into the same, and report to the Lodge whether any, and what sum, in their opinion, should be granted for his relief from the funds of the Lodge; and it shall be competent for the Lodge, by a vote of not less than two-thirds of the brothers present, to grant him any sum not exceeding \$50.

2. If a member of a distant Lodge apply to this Lodge for relief, on the presentation of his card, his case shall be referred to the N. G. and one or more members who have attained the Scarlet Degree, who shall examine him, and, if found correct, they shall be at liberty to contribute at once a sum not exceeding \$4, and shall report the same to the Lodge at the next meeting, when, if necessary, such further sum, on motion, may be voted as shall be deemed proper.

3. Any member making use of improper means to obtain benefits from his Lodge shall, upon conviction thereof, be suspended or expelled, as the Lodge may determine.

ARTICLE VII.—DISABILITIES, FINES AND PENALTIES.

SECTION I.—WHEN BROTHERS ARE NOT TO SPEAK OR VOTE.

1. No brother shall be permitted to speak or vote in Lodge on the night of his initiation.

in the Lodge

2. No brother shall be permitted to speak or vote ~~in~~ ~~Lodge~~ if not in full regalia appertaining to his rank.
3. No brother, while under charges duly preferred against him, shall be permitted to speak in Lodge on any subject other than such charge, nor to vote on any question whatever.
4. No brother who may be more than three calendar months in arrears for any Lodge Dues shall be permitted to speak or vote in Lodge until such arrears be paid in full.

SECTION II.—WHEN BROTHERS ARE NOT ENTITLED TO BENEFITS.

1. No brother shall be entitled to any benefits during the first six calendar months after his admission to the Lodge, unless by special vote.

2. No brother, while under charges duly preferred against him, shall be held entitled to any benefits, unless under special vote of the Lodge to that effect; but, if afterwards acquitted in due course, such brother shall be then forthwith entitled to any benefit or benefits which, but for such charges, would have become payable to him while the same were pending.

3. No brother being three calendar months in arrears for Lodge Dues shall become entitled to any benefit until two months after such arrears shall have been paid in full, unless under special vote of the Lodge to that effect.

4. No brother who has been suspended shall, on any account, become entitled to any benefits within the term of two calendar months after he shall have been re-instated.

SECTION III.—FINES.

1. Every brother offending against the rules of the Order, or of this Lodge, in respect of any of the particulars hereinafter enumerated, shall be fined as follows:—

For any improper language, offensive personality, or other language, such as is prohibited by the Rules of the Order, or disrespect to any of the officers of the Lodge, while in Lodge, or disobedience to the N. G. when called to Order, not less than 25c., nor more than \$1, at the discretion of the N. G., or (if the Lodge see fit to exercise it) of the Lodge.

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For any failure to report the sickness of a brother of the Lodge to the N. G. or to the Lodge, within twenty-four hours, or as soon as may be practicable, 25c.

For any failure to watch with a sick brother when summoned to do so, \$1, or provide a nurse.

2. Members of committees failing to discharge any duties incumbent on them as such shall be fined as follows:—

If of the Visiting Committee, for every failure, 50c.

If of a Committee on Character, 25c.

If any other committee, not less than 25c. nor more than \$1 for every such failure, at the discretion of the N. G. or (if the Lodge see fit to exercise it,) of the Lodge.

3. Any officer of the Lodge failing to discharge his duties, shall be fined as follows:—

For absence from his proper station in the Lodge at the time of opening, whether at a regular or special meeting, if an elective officer or the junior P. G. of the term, 50c.; if holding an appointed office other than that of Chaplain, 25c.

If charged with any book or books of the Lodge, and failing to have the same in Lodge at any meeting, regular or special, a further fine of fifty cents.

If charged with any key or keys of the Lodge, the want of which may deprive the Lodge of any books, papers, regalia, or other property, and failing to have the same in Lodge at any meeting, regular or special, a further fine of fifty cents.

4. All fines incurred shall be forthwith charged by the P. S. to the account of the brother incurring them; and, unless remitted by vote of the Lodge on account of any circumstances which may appear to the Lodge to warrant such remission, shall become due and payable in all respects as though they formed part of the regular quarterly dues, for the quarter during which they have been incurred.

SECTION IV.—PENALTIES, SUSPENSION, AND EXPULSION.

1. Any brother guilty of language or conduct in Lodge, meriting, in the opinion of the Lodge, a severer penalty than the fine above imposed or authorized; or who shall

bring charges against a brother on evidence, which the Lodge shall not regard as sufficient to warrant him in so doing; or who shall knowingly misrepresent the qualifications of any candidate for admission; or who shall abuse, or attempt to abuse in any way, the benevolent intentions of the Order; or who shall be guilty of fraud in any business transactions, or of other dishonorable conduct, or of drunkenness or immorality, or of infraction of the laws of the land, shall be suspended from membership, or expelled, as the Lodge may, by vote, determine.

2. No brother shall be permitted to appear in Lodge while suspended from membership; nor shall any sentence of suspension be considered to expire, or reversed, unless by special vote of the Lodge to that effect; and no motion to that end shall be put to vote more than once, in the case of any individual, in any one quarterly term; nor unless at a regular meeting, and after formal notice thereof, at the two regular meetings next preceding; nor if the suspension has been pronounced for any fixed term; nor shall any vote take effect until after the brother shall have paid up all dues to the Lodge, charged or chargeable against him, as well during his term of suspension as previous thereto.

3. If any member of this Lodge shall disclose the rejection of a candidate for initiation, or for admission by card, he shall be subject to expulsion, or such other punishment as the majority of the Lodge may determine; and whenever such rejections occur, this clause shall be read in the Lodge, and it shall be the duty of the Secretary, (should the brother who proposed the candidate decline,) to inform such person of his rejection, without disclosing any other circumstance or proceeding of the Lodge.

ARTICLE VIII.—GENERAL REGULATIONS.

SECTION I.—SMOKING AND REFRESHMENTS.

No smoking, and no refreshments other than water, shall be allowed in the Lodge Room, or in any other apartment thereto belonging.

SECTION III.—FRATERNAL COURTESY.

It is particularly enjoined on all brothers of the Lodge,

*during
sessions*

that they treat each other at all times with due delicacy and respect; and in particular, that all their discussions in Lodge be conducted in a spirit of candor, moderation, and generosity, and that all personalities and sarcastic language be carefully avoided.

ARTICLE XI.—AMENDMENTS.

No motion to repeal, suspend, or amend these By-laws or any part thereof, shall be put to vote until the same shall have been read in Lodge at three consecutive regular meetings; nor shall the consideration of, or the voting upon, any such motion be postponed after such third reading, unless by vote of the Lodge; nor shall such motion be declared to prevail, unless, upon the final division thereon, two-thirds of the brothers present and voting, shall vote in favor of it, unless by unanimous vote of the Lodge.

JAMES SMITH,

Recording Secretary.

*Copied on file
in the Grand Lodge
office*

W. H. Smith

RULES OF ORDER.

RULE I. As soon as the Presiding Officer shall have taken the Chair, the officers and brothers present shall take their respective stations, and the Lodge shall then be opened in ancient form.

RULE II. The order of procedure, after opening, shall be as follows :—

1. The calling of the Roll of Officers.
2. The consideration of any excuses which may be offered by absentees from previous meetings.
3. The reading by the Secretary of the minutes of the last Lodge night; the consideration of any objections which may be made to any part thereof, and their approval, with or without amendment, as the case may require.
4. The receiving and consideration of any reports from the Visiting Committee, or from other brothers who may have to report the fact of any brother being sick or in distress.
5. The nomination or election of officers, on the evenings designated for such nomination or election.
6. The receiving and consideration of reports of Committees on Character, and balloting thereon.
7. The initiation of candidates for membership.
8. The receiving of propositions for membership, and their reference to Committees on Character.
9. The receiving and consideration of any reports of officers or Standing Committees, which may require to be made in pursuance of the By-laws.
10. The receiving and consideration of any reports of Special Committees, in the order of their seniority.

11. The reading and consideration of accounts and other communications in the hands of the Secretary.

12. Good and Welfare: being, first, unfinished business, in order of priority at former meetings; and, secondly, new business.

13. The closing of the Lodge.

RULE III. No member shall speak until he has been recognised by the N. G.

RULE IV. Any member offering a motion must do so in writing, if a request to that effect be made by the Secretary, the Presiding Officer, or the Lodge.

RULE V. No question shall be put by the Presiding Officer, unless regularly moved and seconded; nor be open for consideration until so put, and, when put, no motion shall be receivable unless it be a motion—

1, To adjourn; 2, To lay on the table; 3, To put the previous question; 4, To postpone; 5, To refer; or, 6, To amend.

These several motions, if made, shall have precedence in the order above stated, and the first, second and third thereof shall be decided without debate.

RULE VI. The previous question shall be put from the Chair only after it shall have been ascertained that the call therefor is sustained by a majority of the members of the Lodge present, and then shall always be put in the words following: "*Shall the question be now put?*" which words shall be understood to have reference to whatever question may be pending immediately before such call for the previous question may have been so made.

RULE VII. If the vote of the Lodge, taken pursuant to such call for the previous question, be in the affirmative, the Presiding Officer shall thereupon forthwith put to vote the question so pending, immediately before such call, and shall allow no amendment or further debate thereon; and if, on the other hand, the vote of the Lodge be in the negative, the Presiding Officer shall be thereby precluded from putting to vote, during the remainder of the current term, the question so pending as aforesaid.

RULE VIII. Any member may require the division of a question when the sense will admit of it.

RULE IX. When a blank is to be filled, the question shall first be taken on the highest sum or number, and longest and latest time proposed.

RULE X. The ayes and nays shall be taken and recorded, on the call of any member, duly seconded.

RULE XI. After any question, except that of indefinite postponement of the previous question, may have been decided, any two members, having voted in the majority, may, at the same or next regular meeting, move for a reconsideration thereof; but no discussion of the main question shall be allowed upon such motion.

RULE XII. Any question decided by the Lodge, shall not again be brought before it, otherwise than by reconsideration, as provided in the foregoing Rule, unless notice thereof shall have been given at the meeting immediately preceding; and such notice shall not be received during the term in which the question has been decided.

RULE XIII. Every member shall have the privilege of speaking twice on any question, but not oftener, unless by permission of the Presiding Officer.

RULE XIV. Any brother intending to speak on a question, shall rise in his place, and respectfully address the Presiding Officer, confining himself to the question, and avoiding personalities; and should more than one brother rise to speak at the same time, the Presiding Officer shall determine which is entitled to the floor.

RULE XV. The Presiding Officer, or any member, may call a brother to order while speaking; and, in such case, the debate shall be forthwith suspended, and the brother so called to order shall not proceed until the point of order thus raised be determined, nor speak upon such point of order, unless it be to make necessary explanation, or appeal from the decision of the chair.

RULE XVI. In all cases where a member may appeal from any decision of the Chair, he shall use the words following, and none other, unless it be for necessary explanation.

tion :—" M. N., *I respectfully appeal from the decision of the Chair to the Lodge;*" and the Lodge shall, after such explanations from the Presiding Officer as he may deem necessary, proceed forthwith to consider and vote upon the question :—" *Will the Lodge sustain the decision of the Chair?*"

RULE XVII. Any brother who may have been called to order for manifestation of temper, or improper feeling, must apologise to the Lodge or to any agrieved party, if required so to do by the Presiding officer; and shall not speak again on the pending question, except to explain or apologise, unless specially permitted so to do by the Presiding Officer.

RULE XVIII. The Presiding Officer, or the Lodge, may, at any time, require all members present to vote upon any pending question, or may excuse any members from so doing.

RULE XIX. Brothers, not members of this Lodge, may address the Lodge, on receiving permission to that effect from the Presiding Officer.

RULE XX. While the N. G. is putting a question, or addressing the Lodge, no member shall walk about, or leave the Lodge, or entertain private discourse.

RULE XXI. No brother shall retire, while the Lodge is open, without the permission of the Presiding Officer.

RULE XXII. A motion to suspend or alter the order of procedure, as contained in Rule II, for the remainder of the meeting, may, at any time, be carried by a unanimous vote, or, if as many as seven members call upon the Lodge to sustain it, by a vote of not less than two-thirds of the members present and voting thereon; but no motion to suspend or alter such order of procedure for a longer term, shall at any time be put to vote.

RULE XXIII. The Rules, or any part thereof, shall only be altered, amended, suspended, or annulled, (except in the case provided for by the Rule XX.,) by action of the Grand Lodge of Canada West.